

Event Details

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	1
Event Round	Version		
1	1		
Event Name	SWC 437 WIC Infant Formula		
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Event Description

Title: SWC 437 WIC Infant Formula

Description: The purpose of this solicitation is for the State of Tennessee to secure a contract for TN WIC Infant Formula.

Statewide Contract: The purpose of this Contract is to provide a rebate for, iron-fortified infant milk-based and soy- based formulas in all physical forms (liquid concentrate, powder, and ready-to-feed) in the Contractor's infant formula product line through the state WIC Program retail distribution system. The infant formula must meet the requirements of 7 C.F.R. § 246.10(e)(1)(iii) and (2)(iii) and be suitable for the routine issuance to the majority of generally healthy, full term infants.

Responses Due: The response must be received by the State on or before the date and hour designated for the response opening. Responses that are submitted untimely shall be rejected.

Responses are due by the following: Monday, May 6, 2019 by 2:00pm CT

Responses Submitted by Mail: If submitting a response by mail: (1) all prices must be typed or written in ink on the "Line Details" portion of this ITB; (2) any corrections, erasures, or other alterations to prices must be initialed by the respondent; and (3) the response shall be manually signed by the respondent in ink. Each individual response must be returned in a separate envelope package or container and must be properly labeled on the outside referencing the applicable event number and the response opening date. Responses should be mailed in a properly labeled sealed envelope to the following address:

Department of General Services, Central Procurement Office
Attn: Bidder Services 3rd Floor, William R Snodgrass, Tennessee Tower
312 Rosa L. Parks Avenue Nashville, TN 37243-1102.

Failure to comply with these requirements may result in rejection of the response.

If the Review and Bid on this event link included in the e-mail notification does not work, please go to:

https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST

Click on the link that says Sign In and log in with your Supplier ID and Password.

Lanessa Munson
Lanessa.M.Munson@tn.gov
615-253-2692

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	2
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time		Finish Time	
04/04/2019 08:00:00 CDT		05/06/2019 14:00:00 CDT	

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
 312 ROSA L PARKS AVE
 3rd Floor
 NASHVILLE TN 37243
 United States

Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

General Questions

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

We ask that you take a few short minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and actionable comments on, the process put in place by the Central Procurement Office. Your responses will remain anonymous, and will have no bearing or consideration in the awarding of this procurement. A link to the Central Procurement Office's surveying tool is available at:
<https://www.surveymonkey.com/r/stateoftncpocustomer>.

Required: No Mandatory ResponseNo

Response Comments

What is the Brand/Model you are Bidding?

Required: Yes Mandatory ResponseNo

Response Comments

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved.

Confirm below that you have completed this attached form by choosing, "Yes".

Yes

Required: Yes Mandatory ResponseYes

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	3
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time		Finish Time	
04/04/2019 08:00:00 CDT		05/06/2019 14:00:00 CDT	

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Yes

Required: Yes Mandatory Response:Yes

Response Comments

Iran Divestment Act. By submission of this response, each respondent and each person signing on behalf of any bidder certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

Yes

Required: Yes Mandatory Response:Yes

Response Comments

Please list the following information regarding your company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number

List the Contract Administrator's Email Address

List the Contract Administrator's Website

Required: Yes Mandatory Response:No

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	4
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Response Comments

Associated Terms: **Vendor Contract Administrator**
The bidder shall list their company's Contract Administrator. The Contract Administrator shall be the contact person for all questions regarding the contract. Note: The bidder can attach a list of alternate personnel to contact to the bid.

Service Experience, Time in Business, Contracts

List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested.

List the Description of Services. Please enter the information for three (3) comparable contracts on-going or completed within the last two (2) years.

Comparable Contract

List Name/Address of Comparable Contract

List the Contact Person

List the Phone Number

List the Contact Person's Email Address.

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms: **Service Experience, Time in Business - Contracts**
A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested. A bidder must furnish satisfactory evidence of successful completion of comparable contracts for at least three customers within the past two years and any other evidence required and requested in order to establish evidence of its ability to provide services in accordance with the terms and conditions and specifications. Enter the length of time in business and evidence of completion of three comparable contracts in the space provided below.
Failure to provide at least three comparable contract references with satisfactory quality of service may result in the bid being considered non-responsive and cause for rejection of the bid.

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	5
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Please complete and upload the attached SWC 437 - Attachment III - Pricing Worksheet.

Required: Yes Mandatory ResponseNo

A file attachment is required to satisfy this question.
Your bid will need to be edited online to include attachment responses.
Response Comments

Please answer yes or no to the following. If "yes", describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;
(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and
(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

No

Required: Yes Mandatory ResponseNo

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	6
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Required: Yes Mandatory ResponseNo

A file attachment is required to satisfy this question.
Your bid will need to be edited online to include attachment responses.
Response Comments

The bidder shall indicate whether or not they plan to sub-contract

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, please include the following for each.

List the Sub-Contractor's Name
List the Sub-Contractor's Address
List the Sub-Contractor's Contact Person
List the Sub-Contractor's Phone Number

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Subcontracting

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	7
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Please indicate bidder meets compliance with:

1. Registration with the Secretary of the United States, Department of Health and Human Services under the Federal Food, Drug, and Cosmetic Act (21 U.S.C. §301 et seq.)

2. All federal regulations pertaining to WIC.

3. The Federal Food, Drug, and Cosmetic Act and regulations issued pursuant to such act.

4. The Tennessee Department of Health's requirement that all infant formulas identified will carry the label of the Contractor.

Yes

Required: Yes Mandatory ResponseNo

Response Comments

Please upload your nationally published wholesale price list effective on the day of bid opening for each type and form of infant formula in your product line.

Required: Yes Mandatory ResponseNo

A file attachment is required to satisfy this question.
Your bid will need to be edited online to include attachment responses.

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	8
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Line Details

No Bid: ☐

Line: 1 **Item ID:** **Line Qty:** 1.00 **UOM:** Each
Required: No **Reserve Price:** No

Bid Qty:

Description: Please submit pricing on Attachment III - Pricing Worksheet

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>
Required: Yes Mandatory Response: No				

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	9
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	10
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Appendix A - Line Specifications

Line: 1 Item ID: Line Qty: 1 UOM: Each
Description: Please submit pricing on Attachment III - Pricing Worksheet

Item Specifications

Manufacturer:		
Mfg Item ID:		
Item Length:	0	Item Height: 0
Item Width:	0	Dimension UOM:
Item Volume:	0	Volume UOM:
Item Weight:	0	Weight UOM:
Item Size:		Item Color:

Shipping Information

Schedule:	1	Ship To:
Quantity:	1	
Due Date:	05/06/2019	
Freight Terms:		
Ship Via:		

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000010965	Sell	RFx	11
Event Round	Version		
1	1		
Event Name			
SWC 437 WIC Infant Formula			
Start Time	Finish Time		
04/04/2019 08:00:00 CDT	05/06/2019 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Lanessa Munson
Phone: 615/253-2692
Email: lanessa.m.munson@tn.gov

Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal.

If the information will be submitted in writing please mail to the following address:

Department of Finance and Administration
312 Rosa L. Parks Ave.
21st Floor Tennessee Tower
ATTN: Supplier Maintenance
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016